

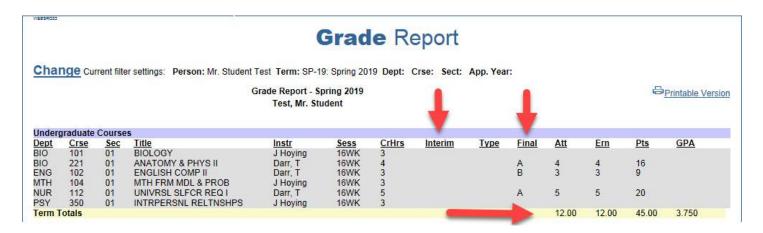
Purpose: To view official mid-term and final grades.

## Process:

- 1) Log into your EmpowerMe account.
- 2) Select Student Records.
- 3) Select Grade Report.



4) Course information is provided on the left of the grade report. On the right of the report mid-term grades are located within the "Interim" column and the final grades are located within the "Final" column for each specific course. Total attempted hours, earned hours, grade points, and GPA for the term are located at the bottom left in the "Term Totals" row.



5) Students with a business hold will not be able to view or print grades online. Contact the business office to rectify any outstanding payments. Contact the office of students records to view your grades.

For questions please contact the Office of Student Records by emailing registrar@mercycollege.edu.

Last Updated: March 4, 2019